

## ESF Coordinator

Stillwater County Extension Office

## Primary Agencies

Stillwater Billings Clinic  
Stillwater County Sheriff's Office  
Stillwater Historic Preservation Board  
Stillwater County Disaster and Emergency Services

## Support Agencies

Montana State Historical Preservation Office  
Montana Department of Agriculture  
Montana Department of Livestock  
Montana Department of Natural Resources and Conservation  
Columbus Police Department  
Montana Department of Environmental Quality  
Montana Department of Fish Wildlife and Parks  
Montana Disaster and Emergency Services  
Montana Department of Public Health and Human Services  
Montana Volunteer Organizations Active in Disasters  
Humane Society of the United States  
Bureau of Land Management  
Local Veterinarians

## Introduction

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### Purpose

Emergency Support Function (ESF) #11 – Agriculture and Natural Resources supports local efforts to provide nutrition assistance; control and eradicate, as appropriate, any outbreak of a highly contagious or economically devastating animal/zoonotic (i.e., transmitted between animals and people) disease, or any outbreak of an economically devastating plant pest or disease; ensure the safety and security of the commercial food supply; protect natural and cultural resources and historic properties (NCH) resources; and provide for the safety and well-being of household pets during an emergency response or evacuation situation.

### Scope

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ESF #11 includes five primary functions:

**Providing nutrition assistance:** Includes working with local groups and agencies to determine nutrition assistance needs, obtain appropriate food supplies, and arrange for delivery of the supplies. These efforts are coordinated by Stillwater County Disaster and Emergency Service.

**Responding to animal and plant diseases and pests:** Includes implementing an integrated local response to an outbreak of a highly contagious or economically devastating animal/zoonotic disease, or an outbreak of a harmful or economically significant plant pest or disease and coordinate veterinary and wildlife services in affected areas. ESF #11 ensures, in coordination with ESF #8 – Public Health and Medical Services, that animal/veterinary health and sheltering issues in natural disasters are supported. These efforts are coordinated by MSU—Stillwater County Extension Office.

**Ensuring the safety and security of the commercial food supply:** Includes the execution of routine food safety inspections and other services to ensure the safety of food products that enter commerce. USDA would continue to manage the inspection and verification of food safety aspects of slaughter and processing plants; The Stillwater County Sanitarian is responsible for routine food safety inspections. Security of a large food supply during ESF #11 emergencies would be completed by the Stillwater County Sheriff's Office. These efforts are coordinated by the MSU Extension Service and sanitarian.

**Protecting NCH resources:** Includes appropriate response actions to preserve, conserve, rehabilitate, recover, and restore NCH resources. This includes providing post event baseline assessments of damages and providing technical assistance and resources for assessing impacts of response and recovery activities to NCH resources. These efforts are coordinated by the Stillwater Historic Preservation Board.

**Providing for the safety and well-being of household pets:** Stillwater County Disaster and Emergency Services, together with ESF #6 – Mass Care, Emergency Assistance, Housing, and Human Services; ESF #8; ESF #9 – Search and Rescue; and ESF #14 – Long-Term Community Recovery to ensure an integrated response that provides for the safety and well-being of household pets. The ESF #11 effort is coordinated by Stillwater County Disaster and Emergency Services.

## Policies

**Table 11-1. Policies**

General	<ul style="list-style-type: none"> <li>ESF #11 is activated by Stillwater County Disaster and Emergency Services upon notification of a potential or actual incident that requires a coordinated response and support to help ensure one or more of the following: The availability and delivery of food products; food safety; appropriate response to an animal or plant disease or pest; the protection of natural and cultural resources and historic properties; and/or the safety and well-being of household pets.</li> <li>Actions initiated under ESF #11 are coordinated and conducted cooperatively with federal, state and local landowners, agencies and incident management officials and with private entities as required.</li> <li>Each supporting agency is responsible for managing its respective assets and resources after receiving direction from the primary ESF #11 agency for the incident.</li> </ul>
Nutrition Assistance Policies	<ul style="list-style-type: none"> <li>Food Supplies secured and delivered under ESF #11 are suitable either for household distribution or for congregate meal service as appropriate for the incident.</li> <li>Transportation and distribution of food supplies within the affected area are arranged by local and volunteer organizations.</li> <li>ESF #11 officials coordinate with and support agencies responsible for ESF #6 that are involved in mass feeding.</li> <li>ESF #11 officials encourage the use of congregate feeding arrangements as the primary outlet for disaster food supplies.</li> <li>Priority is given to moving critical supplies of food into areas of acute need and then to areas of moderate need.</li> </ul>

<p>Animal and Plant Diseases and Pest Policies</p>	<ul style="list-style-type: none"> <li>• Animal and plant disease and pest responses are conducted in collaboration and cooperation with local, state, federal authorities and private industries to ensure continued human nutrition and animal, plant, and environmental security.</li> <li>• When addressing animal diseases, all animal depopulation activities are conducted as humanely as possible while stopping pathogen spread and limiting the number of animals that must be euthanized.</li> <li>• Disposal methods for infected or potentially infected carcasses and plant host material are chosen for their effectiveness in stopping pathogen spread and for their minimal impact on the environment.</li> <li>• Actions taken during an animal or plant emergency are guided by and coordinated with local, state, federal and emergency preparedness and response official internal policies and procedures.</li> <li>• Livestock sheltering will be conducted during an emergency or disaster first at local facilities with short term availability as available.</li> </ul>
<p>Safety and Security of the Commercial Food Supply Policies</p>	<ul style="list-style-type: none"> <li>• The Food Safety and Inspection Service is activated upon notification of the occurrence of a potential or actual incident that requires a coordinated response</li> <li>• Actions undertaken are guided by and coordinated with local, state and federal agencies involved in the various parts of food safety and inspection.</li> </ul>

<p>Protecting NCH Resources Policies</p>	<ul style="list-style-type: none"> <li>• Stillwater County, with assistance from the County Preservation Office, and the State Historic Preservation Office (SHPO) will develop guidelines to protect, preserve, conserve, rehabilitate, recover, and restore Natural and Cultural Historic Sites.</li> <li>• Stillwater County, through assistance from the County Historic Preservation Board and the State Historic Preservation Office (agencies) will develop and maintain a list of Historic Properties and Cultural Resources located within Stillwater County. This list should include both listed and non-listed properties and cultural resources sent to the National Register of Historic Places.</li> <li>• Stillwater County, through the development of the Hazard Mitigation Plan will determine which assets to prioritize and develop ways to avoid or minimize undesired effects.</li> <li>• Stillwater County should provide support to the County Preservation Office and the State Historic Preservation Office for the protection, preservation, conservation, rehabilitation, recovery, and restoration of Natural and Cultural Historic Sites during and after an incident where ESF #11 is initiated.</li> <li>• The agencies and organizations providing support for each incident should coordinate with appropriate ESFs and other annexes, including the coordinating agency for the Worker Safety and Health Support Annex, to ensure appropriate use of volunteers and their health and safety and to ensure appropriate measures are in place to protect the health and safety of all workers and volunteers.</li> <li>• Each support agency or organization is responsible for managing its respective assets and resources after receiving direction from the primary agency or agencies.</li> </ul>
<p>Safety and Well-Being of Household Pets Policies</p>	<ul style="list-style-type: none"> <li>• Animal evacuation and sheltering should be conducted in conjunction with human evacuation and sheltering. Animals should be sheltered near their owners to the extent possible. Owners should be expected to provide food, water husbandry, and exercise for their pets during the time they are in emergency shelters.</li> <li>• Businesses where animals are integral to operations (e.g. pet shops and veterinary hospitals) should be encouraged to have contingency plans in place for those animals in the event of a disaster or emergency.</li> <li>• Reference ESF #6 in regard to service animals.</li> </ul>

## Concept of Operations

### General

MSU—Stillwater County Extension Office., as the coordinator for ESF #11, organizes the ESF staff and support agencies based upon the five core functional areas described in the succeeding paragraphs. It organizes and coordinates the capabilities and resources of the Local Government to

facilitate the delivery of services, technical assistance, expertise, and other support for incidents requiring a coordinated response.

ESF #11 provides for an integrated local response to an outbreak of a highly contagious or economically devastating animal/ zoonotic (i.e., transmitted between animals and people) disease, an outbreak of a highly ineffective exotic plant disease, or an economically devastating plant or animal pest infestation in the United States.

ESF #11 supports the safety and well-being of household pets coordinating an integrated local response to, and during natural disasters and other emergency events resulting in mass displacement of civilian populations. Additionally, ESF #11 provides support to ESF #6 Mass Care, Emergency Assistance, Housing and Human Services in regards to support of service animals.

ESF #11 ensures the execution of routine food safety inspections and other services to ensure the safety of food products that enter commerce. USDA would continue to manage the inspection and verification of food safety aspects of slaughter and processing plants; The Stillwater County Sanitarian is responsible for routine food safety inspections. Security of a large food supply during ESF #11 emergencies would be completed by the Stillwater County Sheriff's Office.

ESF #11 through the primary agency for NCH resources organizes and coordinates the capabilities and resources of the local agencies to facilitate the delivery of services, technical assistance, expertise and other support for the protection preservation, conservation, rehabilitation, recovery, and restoration of NCH resources through all phases of an incident requiring a coordinated response.

ESF #11 supports ESF #6 Mass Care, Emergency Assistance, Housing and Human Services, ESF #8 Public Health and Medical Services, ESF #9 Search and Rescue, and ESF #14 Long Term recovery and Mitigation to ensure an integrated response that provides for the safety and well-being of household pets and service animals during natural disasters and other emergency events resulting in mass displacement of civilian populations.

Support agencies will provide assistance under the Incident Command System in place to the ESF Coordinator and Primary Agencies in line with their agency mission and functions. Types of support may include being subject matter experts, providing technical assistance, providing resources and expertise as required to support incident objectives.

**Table 11-2. Functional Categories and Responsibilities**

	ESF Primary Agency	ESF Responsibilities
Nutrition Assistance	SC DES	<ul style="list-style-type: none"> <li>• Determine nutritional assistance needs.</li> <li>• Obtain appropriate food supplies.</li> <li>• Arrange for transportation for food supplies.</li> </ul>

Animal and Plant Disease and Pest Response	SC EXT	<ul style="list-style-type: none"> <li>• Implement and integrate local level response to an outbreak of an economically devastating or highly contagious animal/ zoonotic disease, exotic plant disease, or plant pest infestation.</li> <li>• Coordinate veterinary and wildlife services in affected areas.</li> <li>• Coordinate with ESF #8 on animal/ veterinary issues in disease and natural disaster issues.</li> <li>• Locate shelter for displaced livestock as available.</li> </ul>
Assurance of the Safety and Security of the Commercial Food Supply	Sanitarian	<ul style="list-style-type: none"> <li>• Perform inspection and verification of meat, poultry, and egg products in affected areas.</li> <li>• Conduct food-borne disease surveillance.</li> <li>• Coordinate recall and tracing of adulterated products.</li> <li>• Coordinate disposal of contaminated food products. Coordinate inspectors and laboratory services to affected areas.</li> </ul>
NCH Resources Protection	SC HPB	<ul style="list-style-type: none"> <li>• Organizes and coordinates the capabilities and resources of the local government to facilitate the delivery of services, technical assistance, expertise and other support for the protection, preservation, conservation, rehabilitation, recovery and restoration of NCH resources in prevention of, preparedness for, response to, and recovery from an incident requiring a coordinated local response.</li> </ul>
Household Pets Response	SC DES	<ul style="list-style-type: none"> <li>• Coordinating an integrated local response to assure the safety and well-being of household pets.</li> <li>• Supports ESF #6 in regard to service animals</li> </ul>

### Organization—Response Structure

ESF #11 operates under direction of MSU—Stillwater County Extension Office. MSU—Stillwater County Extension Office will identify and provide a coordinator based on the assistance needed for an ESF #11 incident. When an incident requires assistance from more than one of the ESF #11 functions, MSU—Stillwater County Extension Office provides the regional point of contact and represents ESF #11 in its dealings with the Emergency Operations Center.

When ESF #11 assistance involves only one functional area of ESF #11 the agency in charge of that functional area may provide an individual to fill the coordinator function as the point of contact to represent ESF #11 in its dealings with any Unified Coordination Group. ESF #11 will have staff on duty at the Emergency Operations Center as needed, for the duration of the emergency response period.

## Actions and Responsibilities

**Table 11-3. Actions and Responsibilities**

Functional Category	Actions and Responsibilities
General	<ul style="list-style-type: none"> <li>• The ESF #11 Coordinator provides information to the Unified Command Group through the chain of command for the duration of the incident.</li> <li>• The primary agency for the incident assembles an interagency staff to support operations at the Emergency Operations Center.</li> </ul>
Nutrition Assistance	<ul style="list-style-type: none"> <li>• Determines the critical needs of the affected population in terms of numbers of people, their location, and usable food preparation facilities for congregate feeding.</li> <li>• Identifies and locates geographically available food resources, transportation, equipment, storage, and distribution facilities.</li> <li>• Coordinates shipment of food to staging areas within the affected area.</li> <li>• Initiates direct market procurement of critical food supplies that are unavailable from existing inventories.</li> <li>• Establishes logistical links with long-term congregate meal services.</li> <li>• Coordinates with local officials to determine the nutrition needs of the population in the affected areas.</li> <li>• Works with local and voluntary agencies to develop a plan of operation that ensures timely distribution of food in good condition to the proper location, once need has been determined.</li> </ul>

<p>Animal and Plant Disease and Pest Response</p>	<ul style="list-style-type: none"> <li>• Coordinates with APHIS to address the potential for outbreaks in multiple States</li> <li>• Notifies USDA's Office of Inspector General (OIG) if a possible intentional pathogen or pest release is reported to animal or plant health authorities immediately.</li> <li>• Within agency capabilities, provides appropriate services to include inspection, quarantine enforcement, fumigation, disinfection, sanitation, pest extermination, and destruction of animals or articles found to be so infected or contaminated as to be sources of dangerous infection to human beings and takes such other measures as necessary.</li> <li>• Coordinates assignment of veterinary personnel to assist in delivering animal health care to injured or abandoned animals and performing veterinary preventive medicine activities, including the conducting of field investigations and the provision of technical assistance and consultation as required.</li> <li>• Coordinates tasks with other ESFs, Veterinary Medical Assistance Teams (VMATs), existing veterinary emergency response teams, and voluntary animal care organizations to respond.</li> <li>• Supports a multi-ESF response together with ESF #6, ESF #8, ESF #9, and ESF #14 to provide for the safety and well-being of household pets.</li> <li>• Provides technical expertise regarding the safety and well-being of household pets.</li> <li>• Coordinates sheltering of livestock at available facilities during emergencies and disasters.</li> <li>• Coordinates with ESF #6 on mass evacuation and sheltering of household pets.</li> <li>• Coordinates with ESF #8 on medical care for household pets.</li> <li>• Coordinates with ESF #8 on zoonotic disease surveillance activities.</li> <li>• Coordinates with ESF #8 in the case of a natural disaster.</li> <li>• Coordinates transportation for household pets.</li> <li>• Coordinates with ESF #9 on search and rescue operations for household pets.</li> <li>• Coordinates with ESF #14 to ensure continued assistance is provided for household pets during long-term community recovery.</li> </ul>
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<p>Assurance of the Safety and Security of the Commercial Food Supply</p>	<ul style="list-style-type: none"> <li>• Assesses the status of inspected meat, poultry, and egg product processing, distribution, import, and retail facilities in the affected area.</li> <li>• Evaluates the adequacy of available inspectors, program investigators, and laboratory services relative to the emergency on a geographical basis.</li> <li>• Inspects and verifies food safety aspects of distribution and retail sites.</li> <li>• Coordinates facilities for laboratory analysis activities to screen meat, poultry, and egg products for chemical, biological, and radiological agents.</li> <li>• Suspends operations of meat, poultry, and egg processing plants as appropriate.</li> <li>• Engages in surveillance of food safety/security-related illness, injury, and other consumer complaints.</li> <li>• Conducts product tracing to determine the source, destination, and disposition of adulterated and/or contaminated products.</li> <li>• Assesses whether meat, poultry, and egg product processors, distributors, and importers in the affected area are able to provide safe and secure food. The operations of facilities that cannot produce unadulterated products are suspended, and other facilities continue to undergo regular or enhanced inspection and verification, including laboratory monitoring of food samples.</li> <li>• Works with local authorities as well as industry to conduct tracing, recall, and control of adulterated products. This includes proper disposal of contaminated products in order to protect public health and the environment in the affected area.</li> </ul>
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<p>NCH Resources Protection</p>	<ul style="list-style-type: none"> <li>• Determines the critical needs and resources available to preserve, conserve, rehabilitate, recover, and restore NCH resources, in consultation with local and private entities.</li> <li>• Coordinates provision of necessary assistance within the affected area.</li> <li>• Provides technical advice, information, and assistance to help prevent or minimize injury to NCH resources.</li> <li>• Provides technical advice, information, and assistance for long-term recovery, restoration, preservation, protection, conservation, stabilization, or rehabilitation of NCH resources.</li> <li>• Utilizes networks of information and expertise on cultural and historic resources.</li> <li>• Utilizes networks of resources represented by the National Archives and Records Administration's partnership with the Council of State Archivists on issues relating to government records and historical documents.</li> <li>• Establishes logistical and communications links with organizations involved in long-term NCH resources protection, preservation, conservation, rehabilitation, recovery, stabilization, and restoration.</li> <li>• Addresses long-term community recovery activities carried out under ESF #14 that involve NCH issues.</li> <li>• Organizes and provides technical advice, information, and other assistance to help prevent or minimize injury to and to restore or stabilize NCH resources.</li> <li>• Provides technical assistance in contracting, contract management, procurement, construction inspection, and NCH resources assessments and restoration (natural resources), preservation, protection, and stabilization.</li> <li>• Provides technical and financial assistance to landowners and communities as appropriate to help assess the restoration needs and requirements for important fish and wildlife habitats and populations.</li> </ul>
<p>Household Pets Response</p>	<ul style="list-style-type: none"> <li>• Conducts situation assessments to determine the critical needs of household pets.</li> <li>• Identifies and manages available resources to support the evacuation and shelter of household pets.</li> <li>• Expedites requests for emergency assistance.</li> <li>• Supplies technical assistance and subject-matter expertise to provide for the safety and well-being of household pets.</li> </ul>

## Signatures

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We, the undersigned, understand our roles and responsibilities as outline in ESF #11.

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Carol Arkell  
Stillwater County Disaster and Emergency Services

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Clifford Brophy, Sheriff  
Stillwater County Sheriff's Office

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Lee Schmelzer, Agricultural Agent  
MSU—Stillwater County Extension Office

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Stephanie Moodry, Environmental Health Officer  
Stillwater County

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Penny Redli, Historic Preservation Officer  
Stillwater County Historic Preservation Board